

RECEIVED

By DoD CAF at 2:05 pm, Mar 13, 2020

REQUEST for RECORDS DCSA – Adjudications

To request a copy of your employing agency or military command personnel security records; your medical records; or credit reports obtained by the DoD Consolidated Adjudications Facility (DoD CAF), please complete this form, provide copies of two (2) identity source documents, and mail to:

Defense Counterintelligence and Security Agency (DCSA)
Attn: FOI/PA Office for Adjudications
600 10th Street
Fort George G. Meade, MD 20755-5131

Encrypted Email Only: whs.meade.dodcaf.mbx.dodcaf-privacy-act@mail.mil

Note: If submitting via e-mail, you should ensure that the security of your e-mail system is adequate for transmitting your sensitive personally identifiable information (PII) before choosing to transmit your request.

Privacy Act Advisement: Requesting personal information which includes your Social Security Number is authorized by 5 USC Sec. 552a (*Privacy Act of 1974*). Information provided herein is used to identify and retrieve records pertaining to you. Providing all or part of the information below is voluntary; however, without it, the DoD CAF may not be able to identify your records. This information may be retained and/or released to other agencies under Routine Use.

Authority: E.O. 12968, Access to Classified Information; Department of Defense Manual 5200.02, *Procedures for the DoD Personnel Security Program*.

Description of Records: Under the provisions of the *Privacy Act*, and to respond to a Statement of Reasons (SOR) issued by the DoD CAF, I hereby request a copy of record(s) pertaining to me, which the DoD CAF relied upon in its preliminary decision to deny/revoke my security eligibility.

Required Personally Identifiable Information is provided as follows:

Social Security Number: 248-29-1438

Full Name: JANE V GASTON

Other Names Used: _____

Date of Birth: 10-15-1962 Place of Birth: LAKE CITY, SC

Please mail my file to (physical address required):

13572 LORD STERLING PL
UPPER MARLBORO MD 20772

OPTIONAL: Government e-mail address (.mil or .gov):

JANE.GASTON@NAVY.MIL

"I declare under penalty of perjury under the laws of the United States of America that the foregoing information [concerning my identity] is true and correct."

Jane V Gaston
Handwritten or CAC eSignature (required)

2-28-2020
Date (required)

MARYLAND USA
Driver's License



100158AAA

Customer identifier
G-235-368-838-792

Family name
GASTON

Given names
JANE V

Address
**13572 LORD STERLING PL
UPPER MARLBORO MD 20772**

Date of birth
10/15/1982

Sex
F

Height
5'-04"

Weight
170

Date of exp
10/15/2024

Restrictions
C

Classifications
C

Date of issue
10/11/2016

VETERAN

Driving in Maryland implies consent to chemical testing for intoxication as required by law.
Longer license suspensions may result from refusal to be tested.

Class:
C - Noncommercial vehicles weighing 26,000 or less pounds GVWR, EXCEPT motorcycles.

Restriction(s):
NONE



Maryland Department
of Transportation

MDOT

Chadwick



DETACH-BRING CARD TO YOUR POLLING PLACE ON ELECTION DAY
PRINCE GEORGE'S COUNTY MARYLAND
VOTER NOTIFICATION CARD
NOT FOR PROOF OF AGE

DISTRICT/PRECHICT-0307

LEGISLATIVE DISTRICT-25

CONGRESSIONAL
DISTRICT-04

SCHOOL BOARD
DISTRICT-005

COUNCILMAN/IC
DISTRICT-005

PARTY AFFILIATION: DEMOCRAT

REGISTRATION DATE: 12/9/2011

POLLING PLACE

BARACK OBAMA ELEM SCH
12700 BROOKE LII
UPPER MARLBORO, MD 20772

VOTER ID NUMBER 750454275

ACCESSIBLE A

NAME

JANE V GASTOII

ADDRESS

13672 LORD STERLING PL
UPPER MARLBORO, MD 20772-5942

SIGNATURE:

Jane V Gaston



DEPARTMENT OF THE NAVY
ASSISTANT FOR ADMINISTRATION
FINANCIAL MANAGEMENT DIVISION
1000 NAVY PENTAGON ROOM 4A732
WASHINGTON DC 20350-1000

25 November 2015

From: Head, Budget Formulation and Manpower Branch/ Financial Management Division
To: Ms. Jane Gaston

Subj: LETTER OF REPRIMAND

Ref: (a) DON Civilian Human Resources Manual, Subchapter 752
(b) SECNAV Instruction 12771.2 dtd 30 July 10

1. I am issuing you this Letter of Reprimand in accordance with reference (a), as a result of your unprofessional conduct. The specifics, which prompted this action, are as follows:

Charge: Unprofessional Conduct.

Specification: On September 3, 2015, you were involved in a dispute with (b) (6) another employee in the office. An argument ensued between the two of you which was brought to my attention. You used disrespectful and vulgar language towards (b) (6) and at some point, you initiated physical contact. The altercation started over file boxes which were supposed to be packed for movers to relocate them. In one instance you made a statement saying "You need to shut your fucking mouth, you talk too damn much." In another instance you positioned yourself face to face with (b) (6) making chest to chest contact.

2. You are reminded that you are required to conduct yourself in a professional and respectful manner. Your behavior demonstrated poor judgment, and lack of professionalism. Your disrespectful and unprofessional conduct is having a serious negative effect on the office and can no longer be tolerated. You are warned that any future incident of this type may result in more severe disciplinary action to include the possibility of removal from Federal Service.

3. A copy of this letter will be filed in your Official Personnel Folder for a period of two (2) years. If you do not commit another act of misconduct during that time, the letter will be permanently removed. However, if you do commit another act of misconduct during that time, this letter may then be used to enhance the penalty for the subsequent conduct.

4. If you are experiencing personal or professional problems that you are having trouble resolving on your own, I encourage you to take advantage of the Department of the Navy Civilian Employee Assistance Program (DON CEAP). Through DON CEAP, employees are afforded free professional and confidential assistance in finding solutions to workplace problems. Official time will be granted for this purpose. Your identity and any information provided to a counselor are generally protected by law. Whether you avail yourself of the services offered by DON CEAP, you are expected to make every effort to correct your behavior. To speak with a counselor, you may call DON CEAP at 844-366-2327.

5. You have the right to grieve this decision through the Department of the Navy Administrative Grievance Procedure in accordance with reference (b). Should you choose to grieve this action, your grievance must be submitted in writing within 15 calendar days of your receipt of this notice. Additionally, your grievance should clearly state the reasons supporting your position, the personal relief sought, and a statement that you have not filed an appeal or complaint (such as an Inspector General or Equal Employment Opportunity complaint) on the same issue. If you elect to file a grievance, it must be addressed to the Deciding Official in this matter via email or in person at:

DAVID NUGENT
Financial Management Division
1000 Navy Pentagon
Washington, DC 20350-1000
David.nugent@navy.mil

If you elect to utilize the grievance procedure, you have the right to be accompanied, represented, and advised by a representative of your choice. You and/or your representative will have a right to review the materials relied upon in support of this action. You will be allowed a reasonable amount of official time as determined by the Deciding Official, to prepare and present your grievance.

6. Should you require further information regarding your rights in this matter, you may contact (b) (6) of the Department of the Navy Assistant for Administration, Human Resources Division, Labor-Employee Relations Branch, at (b) (6) or via email at (b) (6) navy.mil.


MICHAEL GREENE

Acknowledge Receipt:

Employee's Signature



Date 11-25-15

***Employee signature implies acknowledgement of receipt and does not constitute agreement with content**



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
(FINANCIAL MANAGEMENT AND COMPTROLLER)
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

IN REPLY REFER TO:
12771
FMB
17 Oct 19

From: Supervisory Financial Management Analyst, Financial
Management and Comptroller
To: Ms. Jane Gaston, Lead Financial Management Analyst, GS
0501-14

SUBJ: NOTICE OF PROPOSED REMOVAL

REF: (a) 5 U.S.C. Chapter 75
(b) 5 C.F.R. 630
(c) E.O. 13839
(d) SECNAVINST 12752.1A, dtd 6 Nov 17
(e) Pentagon Force Protection Agency Report, dtd 7 Oct 19
(f) Administrative Leave, dtd 7 Oct 19
(g) Estimate Report, dtd 8 Oct 19
(h) Email correspondence, dtd 15 Oct 19
(i) Letter of Reprimand, dtd 25 Nov 15
(j) Witness statements, dtd 1-8 Dec 16

1. In accordance with reference (a) through (d), and for such cause as will promote the efficiency of the Federal Service, I am proposing that you be removed from your position as a Lead Financial Management Analyst, GS-0501-14, with the Department of the Navy, Financial Management and Comptroller, and from Federal Service effective no earlier than 30 calendar days from receipt of this letter.

2. The reason for the proposed action is as follows:

Charge: Damage to Government Property

Specification: On 6 Oct 2019, you damaged government property when entered into the office, and splattered an oily substance throughout the FMB-7 work area.

3. On Sunday, 6 Oct 2019, you entered the FMB-7 suite and sprayed/ splattered an oil like substance on chairs, walls, floors, etc. throughout the office suite, reference (e). On 8 Oct 2019, you were placed on administrative leave until 15 Oct 2019, reference (f). The estimate to replace the damaged

SUBJ: NOTICE OF PROPOSED REMOVAL

cubicle tiles is \$885.96, reference (g). A total cost to shampoo and clean the workspace is \$1,454.05, reference (h). There will be an additional cost for the cleaning of employee's clothing, who sat in the oily substance. I find this conduct to be unacceptable.

4. As a Lead Financial Management Analyst, you are expected to exhibit a high standard of conduct and professionalism in the workplace at all times. Your conduct has a negative impact on the organization and the mission. In addition to the charge and references above, I have also considered the following aggravating factors:

(a) I have lost trust and confidence in your ability to behave professionally at work. Your action has affected the organization's mission by causing a disruption in the workplace.

(b) Your actions have frightened some of your coworkers and created an atmosphere of uneasiness in FMB-7.

(c) I considered the Letter of Reprimand, received on 25 Nov 2015, for almost getting into a physical altercation with a coworker and that during the 2017 FMD inquiry several witnesses said you threatened to kick another coworkers, (b) (6) s "ass", reference (i) and (j).

5. You are hereby given thirty (30) calendar days' advance notice of this proposed action beginning the day after you receive this letter. No final decision on this action has been made, nor will be made, until after the time allowed for your reply. Your reply will be given full and careful consideration before a decision is made.

6. You have the right to reply to this proposal orally or in writing, or both, and furnish affidavits and other documentary evidence in support of your position. You are entitled to be represented by an attorney or other representative of your choice. However, before a representative may act on your behalf in this matter, that person must be designated by you, in writing, to the Deciding Official indicated directly below.

Mr. James Truesdell
Director
Financial Management and Comptroller - FMB-7
(703) 693-0681
james.truesdell@navy.mil

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The written designation must include your representative's name, title, address and telephone number, and state whether or not your representative is an employee of the Navy. The agency may disallow as an employee's representative whose activities as a representative or position would cause a conflict of interest, or whose release from his/her official position would give rise to unreasonable costs, or whose priority work assignments preclude his/her release.

7. If you choose to respond to this proposal, you should direct any written response and supporting documents to the Deciding Official. Your reply must be received within seven (7) calendar days from the date you receive this letter. You may request an extension to reply if your request and reasons for the extension are submitted in writing to the Deciding Official before the expiration of the seven (7) calendar day reply period. The Deciding Official will make the final decision on any request for an extension to reply. If you desire to reply in person, you should schedule an appointment with him. Any oral and/or written reply, as well as all references, will be considered before a final decision is made. If you choose not to make a response, the Deciding Official will base his decision on the current record. You and your representative are entitled to review the material relied upon to support proposing this removal.

8. Once you received the final decision, you will have the following rights:

a. If the Deciding Official finds that you committed the charged misconduct and decides to remove you from federal service, demote you, or impose any period of suspension above 14 days, you will have a right to appeal the decision to the Merit Systems Protection Board (MSPB). An appeal to the MSPB should be filed no later than thirty (30) calendar days after the effective date of the action being appealed. If you do not file an appeal within the required 30-day period, it will be dismissed as untimely filed unless a good reason for the delay is shown. Access to a copy of the MSPB appeal procedures is available at <http://www.mspb.gov/appeals/appeals.htm>. You may also obtain a copy by contacting Ms. Karen Scott, Human Resource Division, Labor and Employee Relations Branch Head. You may contact her at (703) 693-0932. You may file an electronic appeal at <https://e-appeal.mspb.gov/> or you may submit a

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written appeal to: Washington Regional Office, 1800 Diagonal Road, Suite 205, Alexandria, Virginia 22314-2840. Should you decide to file an appeal, be sure to include the following agency address:

Ms. Eva M. Clements
DON/Assistant for Administration
1000 Navy Pentagon
Room 5B539A
Washington DC 20350-1000
eva.clements@navy.mil
(703) 695-0452

b. If you believe that the personnel action imposed by the deciding official is being taken against you because of reprisal for whistleblowing activity; you may elect one of the following remedies:

- 1) You may file an appeal to the Merit Systems Protection Board (MSPB) (5 U.S.C. §7701);
- 2) You may seek corrective action under subchapters II and III of 5 U.S.C. Chapter 12 by filing a complaint with the Office of Special Counsel (OSC) (5 U.S.C. §1214). After a complaint is filed with OSC, you may file an Individual Right of Action with the MSPB (5 U.S.C. §1221).

PLEASE READ CAREFULLY BEFORE CHOOSING AN OPTION:

If you choose to first seek corrective action by filing a complaint with OSC, your subsequent appeal to MSPB will be deemed an IRA appeal. Pursuant to 5 C.F.R. §1209.2, you will be limited to the rights associated with an IRA appeal. Specifically, the MSPB will only consider whether you have demonstrated that one or more whistleblowing disclosures was a contributing factor in the Agency's deciding official taking a personnel action against you, and if so, whether the Agency has demonstrated by clear and convincing evidence that it would have taken this personnel action in the absence of the protected disclosure(s). You may not raise affirmative defenses other than reprisal for whistleblowing activities, such as claims of discrimination or harmful error. An election will be deemed to have been made based upon which of the two actions above is

SUBJ: NOTICE OF PROPOSED REMOVAL

filed first.

c. If you believe that the deciding official's decision is based on discrimination because of your race, color, religion, national origin, sex (including sexual orientation), age, disability, genetic information or reprisal, you may file a complaint with the Department of the Navy, Assistant for Administration (DON/AA), Equal Employment Opportunity (EEO) Office, in accordance with the EEO discrimination complaint procedures found in 29 C.F.R. Part 1614.

You may initiate the EEO complaint process by contacting an EEO counselor within 45 calendar days after the effective date of the personnel action or within 45 calendar days after the date of receipt of the decision, whichever is later. You may initiate contact with an EEO counselor by contacting:

Mr. Toby Wolfe
DON/AA EEO Office
1000 Navy Pentagon, Rm. 5B539A
Washington, DC 20350
(703) 695-0227

9. If you are experiencing personal or medical problems, I encourage you to take whatever action necessary to alleviate the problem. The Department of the Navy Civilian Employee Assistance Program (DONCEAP) is available to assist you with any personal issues you might have. You may contact DONCEAP at 1-844-366-2327, or at <http://donceap.foh.psc.gov/>, to speak with a professional counselor. The TTY number is 1-888-262-7848.

10. Copies of the above cited references are available to you and your representative for review or should you require further information regarding your rights, you may consult with (b) (6) (b) (6) Human Resources Specialist, Labor and Employee Relations Division, DON/AA HRO, at (b) (6) or (b) (6) navy.mil.


E. SPIEGEL

SUBJ: NOTICE OF PROPOSED REMOVAL

Acknowledge Receipt:

Jane Guston
Signature

10-19-19
Date

Copy to:

DON/AA (LER/ (b) (6))



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
(FINANCIAL MANAGEMENT AND COMPTROLLER)
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

From: Supervisory Financial Management Analyst, Financial
Management and Comptroller
To: Ms. Jane Gaston, Lead Financial Management Analyst,
GS-0501-14

SUBJ: PLACEMENT ON NOTICE LEAVE

REF: (a) 5 U.S.C. 6329b
(b) Notice of Proposed Removal, dtd 17 Oct 19

1. In accordance with references (a) and (b), I am placing you on notice leave effective 18 Oct 19. You are being placed on notice leave because I have served you with a notice of your proposed removal from Federal Service. You will remain on notice leave for the duration of the notice period up until the effective date of the decision in this matter.
2. While on notice leave, you may not take home any government issued property including your government laptop and cell phone. You will not access the NMCI network or your work email. During this period, if you believe you have a requirement to contact Financial Management and Comptroller (FM&C), you may only contact Mr. Truesdell by phone at (703) 693-0681 or myself at (703) 692-2278. Except as stated, you will not contact any other FM&C employee.
3. You are hereby directed to provide me a phone number, mailing address, and e-mail address where you can be reached during this period of notice leave. You are directed to provide this information immediately, in the space provided on page two of this letter. You are directed to contact me immediately to update this information if any change occurs. You will monitor and respond to any and all email and phone calls within 24 hours. I can be reached by phone at (b) (6).
4. During the period of notice leave, you are instructed to remain available to report to work during your normal duty hours, if so directed by me unless you request and are granted another form of approved leave, such as sick or annual leave.
5. Failure to contact this office as directed above will result in your absence being charged as unauthorized Absence Without

SUBJ: PLACEMENT ON NOTICE LEAVE

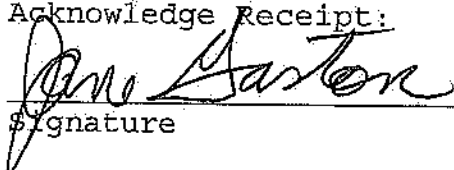
Leave (AWOL) for each day that you fail to make contact. Failure to abide by the conditions of the notice leave may lead to further disciplinary action.

6. You are instructed to sign and date this notice in the space provided on page two of this letter. Your signature does not mean you agree with the content of this notice. Failure to sign does not void the content of this notice.

7. Please contact (b) (6), Human Resources Specialist, Labor and Employee Relations Division, DON/AA HRO, at (b) (6) 7736 or Kristine.rivera@navy.mil to answer any questions you may have with regard to this process.


E. SPIEGEL

Acknowledge Receipt:


Signature

10-17-19
Date

Copy to:

DON/AA (LER/(b) (6))

Subj: PLACEMENT ON ADMINISTRATIVE LEAVE

Phone Number (Home)

~~301~~

Phone Number (Cell)

301-204-0899

Email address:

GASTONJ7@yahoo.com

Mailing address:

13572 LORD STERLING PL
UPPER MARLBORO MD 20772

COPY TO: HRD/LER: (b) (6)



DEFENSE COUNTERINTELLIGENCE AND SECURITY AGENCY

27130 TELEGRAPH ROAD
QUANTICO, VA 22134-2253

April 13, 2020
DCSA-M 20-FP-0407

Ms. Jane V. Gaston
13572 Lord Sterling Place
Upper Marlboro, MD 20772
Email: Jane.gaston@navy.mil

Dear Ms. Gaston:

This is in response to your February 28, 2020 request for a copy of the records pertaining to you, which the Department of Defense Consolidated Adjudications Facility (DoD CAF) relied upon in its preliminary decision to deny/revoke your security eligibility, pursuant to DoDM 5200.02. Your request was received on March 13, 2020. Attached is a list of the pertinent documents which the DoD CAF relied upon to create the Statement of Reasons (SOR) dated January 15, 2020, and the respective release authority for each document.

☒ Our search revealed the record(s) responsive to your request, which fall under the release authority of the Office of the Chief of Naval Operations (CNO) and the Pentagon Force Protection Agency (PFPA). We do not have release authority for those record(s); thus, we have referred your request and responsive record(s) to their Privacy Office(s), for action and direct response to you.

☒ Record(s) that fall under the release authority of the following Federal agencies were located. Should you wish to request a copy of your record(s), please follow the instructions provided in Paragraph 5 of the DoD CAF Memorandum dated January 15, 2020, and forward your request(s) to:

- Defense Counterintelligence and Security Agency (DCSA), Attn: FOIA and Privacy Office for Investigations, P.O. Box 618, 1137 Branchton Road, Boyers, PA 16018-0618
- Defense Manpower Data Center (DMDC), 1600 Spearhead Division Avenue, Department 548, AHRC-PSI-DMD, Fort Knox, KY 40122-5504

If you have questions concerning the processing of this request, you may contact the DCSA FOIA Public Liaison by calling (571) 305-6749 or emailing dcsa.quantico.dcsa-hq.mbx.foia@mail.mil. We hope this information is helpful, and appreciate the opportunity to assist you in this matter.

Sincerely,

/// Signed ///

for/

E. A. Foster

Chief, FOIA and Privacy Office for Adjudications
Defense Counterintelligence and Security Agency

Attachment(s):

As stated

PRIVACY ACT INFORMATION

In compliance with the Privacy Act of 1974, this information is Personal Data and must be protected from public disclosure.